

RFP Questions and Clarifications Memorandum

To: Vendors Responding to RFP Number 3915 for the Mississippi Board of Pharmacy

From: Craig P. Orgeron, Ph.D.

Date: September 8, 2016

Subject: Responses to Questions Submitted and Clarifications to Specifications

Contact Name: Patti Irgens

Contact Phone Number: 601-432-8223

Contact E-mail Address: Patti.Irgens@its.ms.gov

RFP Number 3915 is hereby amended as follows:

1. Title page, INVITATION is modified as follows:

INVITATION: Sealed proposals, subject to the attached conditions, will be received at this office until September 16-20, 2016 @ 3:00 p.m. Central Time for the acquisition of the products/services described below for Mississippi Board of Pharmacy.

2. Title page, third box is modified as follows:

PROPOSAL, SUBMITTED IN RESPONSE TO RFP NO. 3915 due September 16 20, 2016 @ 3:00 p.m., ATTENTION: Patti Irgens

3. Section VII Technical Specifications, Item 3 Project Schedule is amended as follows:

Task	Date
First Advertisement Date for RFP	08/16/2016
Second Advertisement Date for RFP	08/23/2016
Deadline for Vendor's Written Questions	3:00 p.m. Central Time on 08/31/2016
Deadline for Questions Answered and Posted to ITS Web Site	09/06/2016 09/08/2016
Open Proposals	09/16/2016 09/20/2016

Task	Date
Evaluation of Proposals	09/16/2016 09/20/2016– 09/30/2016
Contract Negotiation	10/01/2016 – 10/15/2016
Proposed Project Implementation Start-up	10/15/2016

4. **Appendix A, has been replaced. Vendors must use the attached, Revised Appendix A in their response.**
5. **Appendix B, Data Submission Dispenser Guide, has been added.**
6. **Section VI has been replaced to correct a numbering issue. Vendor must use the attached Revised Section VI in your response.**
7. **Section VII, Item 9.1 has been revised.**
The Vendor is required to submit one clearly marked original response and seven (7)-three (3) identical copies of the complete proposal, including all sections and exhibits, in three-ring binders.

Vendor must include in their proposal a response to each amended requirement as listed above. Vendor must respond using the same terminology as provided in the original requirements.

The following questions were submitted to ITS and are being presented as they were submitted, except to remove any reference to a specific vendor. This information should assist you in formulating your response.

Question No.	RFP Section: Item	RFP Page	Vendor Question
1	RFP Response Checklist and Proposal Submission Requirements	2,6	The checklist requires "one clearly marked original response and three (3) identical copies of the complete proposal", but page 6 requires seven (7) identical copies. How many identical copies does the State of Mississippi require to be submitted with proposal responses?
	RESPONSE:		The State is requesting three (3) identical copies.
2	II: 9.1	6	Does the State require three copies or seven copies of the original, complete proposal response?
	RESPONSE:		The State is requesting three (3) identical copies.
3	IV: 32	20	Please provide the Mississippi Enterprise Security Policy.
	RESPONSE:		A copy of the Enterprise Security Policy can be obtained by contacting Patti Irgens, at patti.irgens@its.ms.gov.
4	IV: 41	22	Does the Mississippi Employment Protection Act apply to all new contractor employees or only new employees working on any contract which results from this RFP?
	RESPONSE:		Any employee providing services related to this RFP.

Question No.	RFP Section: Item	RFP Page	Vendor Question
5	VI: 2.1	26	Should section 2.1 be numbered 2?
	RESPONSE:		Please see attached revised Section VI.
6	Section VII, Technical Specifications	N/A	Can the State provide the total number of records uploaded and retained during the six (6) years with the current vendor?
	RESPONSE:		APPRISS has retained approximately 43 million records between 2010 and 2015.
7	VII: 6.2.11	35	As a private corporation, we normally do not distribute our financial reports. Would a copy of the company's Dun & Bradstreet Information Report suffice in lieu of the required financial information?
	RESPONSE:		Vendor can take exception and offer an alternate solution as noted in Section V, Item 1.4.
8	VII: 13.1	38	We interpret the documentation listed on page 38 as project deliverables rather than items to be included in the proposal. Is this understanding correct?
	RESPONSE:		YES
9	VII: 17.3.2	46	Understanding that telephone support is required from 8:00am to 5:00pm Central Time represents a change from MSPMP's current level of 24/7/365 support, is the State interested in receiving pricing for both options (i.e. 8am-5pm as well as 24/7/365 support options)?
	RESPONSE:		Yes, please provide pricing for both options.
10	VII: 22.1.3 and 22.1.4 –	52-53	Section 22.1.4 includes a "Value Add" category for evaluation with an assigned five (5) points. Are we to include a "Value Add" section within our RFP response? If so, what section in our proposal response should this information be included?
	RESPONSE:		That State has no required format for proposing a "Value Add" products or services as defined in Section VII Item 22.1.3. Vendors should be aware that the State rarely awards Value Add points to a Vendors total score. If a Vendor chooses to propose related products or services specifically to be considered for Value Add points, the Vendor must make a business decision as to how to present these items to the State.

Question No.	RFP Section: Item	RFP Page	Vendor Question
11	Exhibit A: Article 44	81	Section VIII Cost Information Submission indicates a release of retainage upon final acceptance and expiration of warranty period. Please indicate what the warranty period duration is and what deliverables are included in the warranty period.
	RESPONSE:		Vendor should propose Vendor's standard warranty and indicate when the state will be required to pay maintenance.
12	Appendix A	N/A	Please provide a legend to describe differences between blue and white colored cells and rows in the worksheet.
	RESPONSE:		Appendix A has been revised. Please see Revised Appendix A. A legend is as follows:
			Mandatory Requirements
			No Response Required
			Detailed Response Required
13	Appendix A: 8.11.1, Row 30	N/A	Please confirm that this requirement is referring to the ability of the Vendor to report on uploader compliance with the State's DAILY reporting requirement.
	RESPONSE:		The submission frequency required for reporting is every 24 hours or next business day.
14	Appendix A: Req 10.1, Row 219	N/A	Is the State requesting to review click-through statements as part of the proposal evaluation process or as part of the implementation process? What operational processes should click-through statements apply to?
	RESPONSE:		The State assumes the Vendor is referring to Requirement 10.10. Vendors should include with their proposal response, copies of any agreements that may be presented to system users during installation or use of the proposed solution.
15	Appendix A: Req 10.19, Row 238	N/A	Please describe the scenarios in which a user may need to capture a scanned document in the system.
	RESPONSE:		Registration process requires uploading and scanning of documents for certain user validations
16	Appendix A: 10.25,	N/A	Please describe the process for which a user will utilize these workflow requirements.
	RESPONSE:		User will utilize approval or rejection process for delegate managements. Otherwise, Admin uses approval/rejection process in several different aspects of the system.

Question No.	RFP Section: Item	RFP Page	Vendor Question
17	Appendix A: Req 10.31, Row 269-272	N/A	Please define the types correspondence to be maintained and categories of correspondence that apply to this requirement (reporting, query input, notifications, data collection forms, client-vendor email, etc?)
	RESPONSE:		Any correspondence related to a particular record. Vendor should describe the capabilities of their proposed solution.
18	Appendix A: 10.35	N/A	Please provide Appendix B, Password Policy.
	RESPONSE:		Please see attached Appendix B.
19	Appendix A: 11.18	24	Regarding the requirement to “provide a phonetic search capability as an option for all queries and reports,” does this refer to reports and queries that end users have access to within the PMP application itself?
	RESPONSE:		Yes
20	Appendix A: 12.1.1,	N/A	Please confirm that this requirement refers to integration of the MSPMP with RxCheck interstate data sharing hub.
	RESPONSE:		No. Integration must be through the PMPi hub/portal for interstate sharing
21	Appendix A	N/A	Please confirm whether law enforcement delegate will be user role.
	RESPONSE:		No, it will not
22	General	N/A	We would like to know if there is a specific renewal term for the contract.
	RESPONSE:		No, as outlined in Exhibit A, Article 2.1: At the end of the Initial Term, the Agreement may, upon the written agreement of the parties, be renewed under the same terms and conditions for an additional term, the length of which will be agreed upon by the parties.
23	General	N/A	What is the estimated budget for the project and what is the funding source?
	RESPONSE:		The Board of Pharmacy is currently funding the PMP. In the future we plan to have like-agency assistance with funding. Project specific budget information will not be provided. Agency Budget information is available at: www.transparency.ms.gov .

RFP responses are due September 20, 2016, at 3:00 p.m. (Central Time).

If you have any questions concerning the information above or if we can be of further assistance, please contact Patti Irgens at 601-432-8223 or via email at Patti.Irgens@its.ms.gov.

cc: ITS Project File Number 42612

Attachments: Revised Appendix A
Appendix B, Data Submission Dispenser Guide
Revised Section VI